



UNITED STATES MARINE CORPS

MARINE CORPS AIR STATION
PSC BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003

AirStaO 5224.1A
CAR

17 APR 2000

AIR STATION ORDER 5224.1A

'From: Commanding General, Marine Corps Air Station, Cherry Point
To: Distribution List

Subj: GREAT IDEA PROGRAM

Ref: (a) MCO 5200.25
(b) CMC Memo TQL-11 5000 of 27 Oct 94

Encl: (1) Great Idea Form

1. Purpose. To provide information and guidance, and to assign responsibilities for the Great Idea Program.

2. Cancellation. AirStaO 5224.1.

3. Background

a. Reference (a) encourages changes to existing policies and regulations that are considered an impediment to accomplishing the mission.

b. A concept for productivity enhancement and collecting individual initiatives was initiated at Marine Corps Air Station (MCAS), Cherry Point on 7 May 1987. This concept has become known as the Great Idea Program.

4. Policy

a. The goal of the Great Idea Program is to improve the quality of life, organizational effectiveness, readiness, and productivity aboard the Air Station by facilitating the unimpeded flow of ideas from individuals (military, civilians, and dependents) to the Commanding General.

b. All "Great Ideas" will receive a letter of acknowledgment from the Commanding General. Each idea will be evaluated and answered with an official response from the Commanding General.

c. When applicable, reference (b) will be used as the guide for requesting waivers to existing policies and regulations which are impediments to accomplishing assigned missions.

5. Action

a. Great Idea Program Coordinator:

(1) The Director of Command Analysis and Review Office (CAR) is designated as the Great Idea Program Coordinator for MCAS Cherry Point.

(2) The Great Idea Program Coordinator will be responsible for coordinating and preparing Great Idea Program correspondence between the Commanding General, Directorates/Department Heads, and individuals who have submitted ideas.

(3) The Great Idea Program Coordinator will direct the evaluation and track the implementation of each idea. The evaluation will include an analysis of the tangible and intangible benefits to be obtained by implementing the idea.

b. Directorate/Department Heads:

(1) Directorate/Department Heads will encourage the submission of Great Idea Program initiatives from individuals to the Commanding General. They will ensure that the atmosphere existing within each organization fosters the unimpeded flow of ideas.

(2) Cognizant functional Directorates/Departments Heads will be responsible for providing input to the Great Idea Program Coordinator for the evaluation of individual Great Idea Program initiatives and for implementing those which are approved by the Commanding General.

6. Procedures

a. Great Ideas will be submitted by the individual to the Great Idea Program Coordinator by one of the following methods:

U. S. mail

Commanding General
Attn: CAR
PSC Box 8003
Marine Corps Air Station
Cherry Point, NC 28533-0003

Guard mail

Director of Command
Analysis and Review Office
Attn: Great Idea Program Coordinator

Telephone. The Great Idea Program Hotline telephone number is (252) 466-IDEA.

b. The Great Idea Form, enclosure (1), will be used for written submissions and as a guide for submission by telephone. This form will be stored/maintained by the Great Idea Coordinator located in Bldg #196. Blank forms may be obtained by contacting the Command Analysis and Review Office at extension 4630.


c. The Great Idea Program Coordinator will prepare a letter of acknowledgment, to be signed by the Commanding General, for each idea submitted.

d. The Great Idea Program Coordinator will forward each idea to the cognizant organizational Directorates/Department Heads who will provide functional input to the program coordinator within 15 working days after receipt of request.

e. Upon receipt of functional input from cognizant Directorates/Department Heads, the Great Idea Program Coordinator will prepare a letter of appreciation, to be signed by the Commanding General, to the individual for each idea submitted. The letter will include the evaluation results for the idea. A copy of the letter will be provided to cognizant Directorates/Department Heads. By copy of the letter for approved ideas, the cognizant Director/Department Heads will be directed to take the appropriate action.

f. Cognizant Directorates/Department Heads will provide to the Great Idea Program Coordinator the implementation date for each approved idea.

7. Summary of Revision. This Order contains major changes and should be reviewed in its entirety.


W. C. DARNER
Chief of Staff

Distribution: A

Quality of
Work Life

Quality of Life

— Here's a —
GREAT IDEA!



**Increase
Productivity**

**Cumbersome
Regulations**

Date

FROM: _____

TO: **Commanding General**
 MCAS, Cherry Point, NC

1. My great idea is _____

2. For more information, please contact

Name _____

Grade/Rank & Title _____

Directorate _____

Department _____

Phone No. _____

Return to: GREAT IDEA Coordinator
Bldg. 196, PSC Box 8003
MCAS, Cherry Point, NC 28533
Phone No. 466-IDEA